

ORDER


U.S. DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION

1020.39

6/30/94

SUBJ: COORDINATION OF DIRECTIVES WITH AN AIRWAY FACILITIES ORGANIZATION

1. PURPOSE. This order establishes procedures for coordination of directives with Washington Airway Facilities (AF) offices and regional AF divisions originated by organizations other than those under the executive direction of the Associate Administrator for Airway Facilities.
2. DISTRIBUTION. This order is distributed to branch level in Washington, regions, and centers.
3. BACKGROUND. Order 1100.154A, Delegations of Authority, assigns responsibility to the national program offices to ensure that national orders are coordinated with straightlined regional program managers and that their comments are included in the Washington program office's response.
4. ACTION. Each office and service is requested to send 16 copies of all directives requiring coordination with any AF offices in Washington headquarters or regional AF division to the Manager, Planning and Policy Division, AFZ-600. Insert "AFZ-600" in the clearance routing section of FAA Form 1300-2, Clearance Record, instead of specific AF offices (e.g., ALM-1, ANS-1, etc.).
5. RESPONSIBILITIES AND PROCEDURES WITHIN AF.
 - a. The Manager, Planning and Policy Division, AFZ-600, is assigned responsibility for the receipt and control of all external directives requiring coordination with AF offices in Washington headquarters or regional AF divisions.
 - b. AFZ-600 will ensure the expeditious transmission of the directive to the Washington headquarters AF organizations and the regional AF divisions.
 - c. The organizations under the executive direction of the Associate Administrator are responsible for coordinating directives which they originate.


FM Joaquín Archilla
Associate Administrator
for Airway Facilities

